

FINAL



WEARE BOARD OF SELECTMEN
MEETING MINUTES
January 9, 2006

PRESENT: LAURA BUONO CHAIRMAN; LEON METHOT, VICE CHAIRMAN; HELEEN KURK, SELECTMAN; DONNA M. OSBORNE, SELECTMAN; JOSEPH M. FIALA, SELECTMAN

TOWN ADMINISTRATOR: Gregory C. Begin, Interim
RECORDING SECRETARY: Cherry Palmisano

GUESTS: Chip Meany, Evelyn Connor, Frank Campana, Will Ottery, George Mallette, Margo McLeod, Malcolm Wright, Carl Knapp, Forrest Esenwine, Ginger Esenwine, Matt Esenwine,

6:46 Chairman Laura Buono called the meeting to order.

1. PUBLIC PARTICIPATION – Mrs. Margo McLeod town line of Dunbarton did two reports of Dunbarton town line.

Mr. Frank Campana questioned the Board of the FEMA grant - Highway money total of it was 75% reimbursement of our expenses of 2 snow storms - already spent by the town and then applied for the grant. Mr. Campana asked when the grant came in and if it has been applied to ... Chairman Buono said the money went into the General Fund. \$91,000 - \$84,000 was surplus left in the budget. Mr. Campana questioned the money going into the unreserved general fund.

2. DEPARTMENT HEAD – Ms. Evelyn Connor needs a signature from the BOS to go online with the State. Got estimate for all the things going onto MAP - where will it go in the budget - most of it will come out of Capital Reserve comes to \$7500 - the Board agreed it will all come out of the Capital Reserve. Selectman Kurk would like to make sure the information goes to _____. Ms. Connor reminded the public any petitions requiring signatures need to be submitted by 4:00 Tuesday.

3. COMMITTEE ITEMS – Mr. Will Ottery, Cable Committee, informed the Board members of the Committee were concerned with misunderstandings with the Cable bids. Mr. Ottery asked the Board for a scheduled meeting with the BOS. The BOS will meet with the Cable Committee on Saturday, January 21, 2006 at 8:00 a.m. in the Selectman's Conference Room. Mr. Ottery was grateful for the scheduled meeting date.

The Board informed Mr. Meany he had permission to purchase a book he needs to schedule appointments.

4. DISCUSSION ON HUNTING CAMP ON CLASS VI ROAD – Mr. Alexander Lescatre, reminded the Board he was here to discuss the matter on Dec 12 and is back again with all the information requested by the Board. Mr. Lescatre received a notarized letter from his Grandmother giving him permission to build on the land. Mr. Lescatre said he would like to build a 20 x 24 cabin with no power, will have a generator, to be used for recreational activities. Mr. Lescatre will build the cabin to suit its environment so it will not look out of

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place. Chairman Buono said she was not present at the first meeting. Selectman Kurk said she didn't know the cabin was to be this substantial. Mr. Meany said he really supports the young man's use of the cabin. He does not violate any regulations of the zoning codes. Mr. Meany stated Mr. Lescatre will need to go to the ZBA and get permission from the Selectman because they are the ones who need to approve. Mr. Meany recommends the Board put some regulations on the cabin. If he does decide to build an outhouse he needs to get DES approval. Possibly get a DES approval for a dry well. The structure would have to be built for code, structural codes need to be met. Mr. Meany recommends some penalties if there was a violation of the occupancy the camp would have to be removed. Mr. Meany requests he goes before the ZBA for a special exception and then comes back to the Board. Selectman Kurk asked if they approve the camp at this time then he just needs to go to the ZBA to change the occupancy. Mr. Meany said the ZBA has the authority to future change the occupancy status. Selectman Fiala feels all the restrictions should come from the ZBA and not from the Board. Selectman Kurk asked Mr. Lescatre how many people will be at the camp at one time. Mr. Lescatre said 6 people at one time. Selectman Kurk said it doesn't matter to her where the stipulations come from whether the ZBA or BOS but just feels the stipulations should be set. Chairman Buono said she has no problem with it as long as it goes to the ZBA first. Mr. Meany asked the Board if they would like to write up a document with the stipulations for the ZBA. Chairman Buono said she would like Mr. Meany to attend the ZBA meeting for the Board.

5. DISCUSSION OF REPLACEMENT WINDOWS AT TOWN OFFICE – Mr. Meany stated they have been dealing with the energy efficiency of the Town Office Building. The problem at hand is the replacement of the windows. Mr. Meany has received estimates for replacing the windows. Mr. Meany said they will be having a blower test on Friday to let them know what else needs to be done on the building. Mr. Meany said there are fire codes regarding the doors in the building. Mr. Meany would like to discuss the future plans of the building with the BOS. Discussed possibly having smaller windows installed. One supplier came up with a price to replace all of the windows and the atrium window being made unoperational \$16,598 dealer costs, and the other 13,558 and the contractor said it would cost 12,000 -14,000 for labor less the have the windows smaller but not by much - which brings it to \$20,000 - \$25,000. Mr. Meany suggested hiring an architect to design the building and do a proposal of what needs to be done. Replacing the flammable materials on the walls. Mr. Meany stated Mr. Malette will be onsite during the blower test to bring forth further information. Selectman Fiala asked if they should pursue local people to volunteer their expertise suggested Max Farrell. Mr. Meany feels hiring someone would actually get us to where we need to be. Mr. Meany said the Committee will welcome any help and suggestions. Mr. Meany said now is the time to formulate a plan to enable work to be performed in the spring and hopefully completed in the fall.

6. HEALTH INSURANCE DISCUSSION – Health Trust LGC, Melissa Briggs, Account Executive for Local Government Center. To go over the town's health benefits. Chairman Buono said there were changes made that employees have questions and concerns about. Ms. Briggs highlighted some of the changes made to the coverage - benefit change of changing the prescription drug program - now there copayments increased. Three tier type co pay now on prescription drugs. Chairman Buono said no employees received a copy of any changes and did not receive any new id cards. Ms. Connor stated no employees received any literature of the change of coverage and no one received any new id cards. Ms. Briggs stated they offered to come into the town and inform all employees of the changes but they were told by the Town Administrator he would inform all the employees. Ms. Briggs stated there is now a deductible of \$250 for single and \$750 for family which did not exist in the prior plan. Emergency room copay increased from \$25 to \$75 copay. Frames and lenses there was a benefit of \$40 but this is no longer available. Behavioral and mental had no deductible and now it does. Chairman Buono asked what the difference is in cost to the town between the two plans. MTB rate single \$507.86 monthly premium. Chairman Buono said the savings to the town are substantial. It was discussed the deductible and the prescription drug copay are substantial burdens now to the employee. Vice Chairman Methot said they were informed the only change to the plan was to be a change in the copay to see a Doctor and they

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feel they were misled. Ms. Briggs said they did offer to come in and discuss the changes with the Board. 5 single, 2 person 11, family 10 on the Matthew Thornton plan as of September 5, 2005. Chairman Buono said it was an estimated \$53,000 savings to the town. Vice Chairman Methot asked about the retirees if they could go back to the old plan with the old copays but pay the difference in the monthly premium. Ms. Briggs said yes they could. Ms. Briggs said it would have to be offered across the board to all employees. Chairman Buono said it is a substantial amount to work back into the budget. Selectman Kurk asked if they could meet with the employees individually to discuss their options and the differences between the plans. Ms. Briggs said she feels it would be beneficial to come in and do a benefit education class. It was discussed they could have an employee contribution to offset the costs. Tammy Croft is the account representative for the town and the point of contact. Ms. Briggs said they would allow employees to make a change effective March 1 and still have the open enrollment to make changes in June, 2006. Vice Chairman Methot said the changes in the policy doesn't sit right with him and is not what they requested. Vice Chairman Methot said he feels employees would rather have 100% insurance coverage than have pay increases. Discussion of the insurance buyout. Chairman Buono said the only way to make things fair across the board would be to only allow the town employees to have single coverage with 100% benefit. Chairman Buono asked Vice Chairman Methot if he recommends going back to the old policy. Vice Chairman Methot said since many of the town's employees are underpaid he feels they should have 100% health coverage. It was recommended to have an employee survey to find out what the employees would like. Chairman Buono said wages are hard but she feels as fair as municipalities go she feels the benefits are fair. Chairman Buono said she would like to see the employees get a wage increase instead of 100% coverage. Mr. Carl Knapp feels the benefits are equal to other municipalities but the wages are extremely lower than other towns. Selectman Fiala feels the employees are offered a premium health care plan and feels they should have a pay increase.

7. BUDGET DISCUSSIONS

Election & Registration – Chairman Buono questioned Ms. Connor on the election budget. Selectman Kurk asked Ms. Connor about her budget for office supplies set at \$300 and she expending \$1,000 - what caused the overture. Ms. Connor said they purchased a computer. The request for \$700 will be used for envelopes and other supplies. Mileage will be for training classes. The Board reviewed the Election & Registration budget with Ms. Connor and made minor adjustments. \$18,623.80 is the new bottom line they will need to go back and adjust the FICA and the Medicare.

Town Clerk – Ms. Connor stated she was pulling Maureen Bilodeau over to her budget full time. Mr. Esenwine asked if Ms. Bilodeau is going over to Town Clerk why is the Tax Collector's budget not going down. Ms. Connor said at the present time employees have been split into different departments. Ms. Connor informed the Finance Committee the reason she needs a full time employee is because of the online change and the heavier workload which will come with it. Mr. Esenwine asked how much the additional revenue would offset the budget. Ms. Connor said the revenue should double. Ms. Connor said at the present time they do not know which Departments some employees will be in. Selectman Kurk said we need to realize because we are juggling from different departments the amounts have actually just moved to a different line.

Mr. Esenwine asked why some departments have the 2004 budget and some don't. Chairman Buono said when she put the numbers in she did not have all the numbers.

Mr. Steve Najjar from Conservation Commission wanted to check with the BOS, he checked with the newspaper and the legal notice about the hearing and the amount is wrong.

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Highway – Selectman Kurk asked Mr. Knapp why there is such an increase in overtime. Mr. Knapp said some overtime was cut last year and the wage increase which was approved last year. Selectman Kurk asked Mr. Knapp if it was reasonable to cut the overtime budget. Mr. Knapp it is a line they can look at but he cannot predict the weather. Selectman Kurk said one of the problems is most of this budget is uncontrollable. Mr. Knapp said there is an increase in the wage/salary line due to a change approved previously by the Board. It was discussed there was a large increase in the price of cutting edges, fuel and salt. Mr. Jonathon Dowst stated if you take the large uncontrollable increases out of the budget it is only a 2% increase in the budget. Mr. Esenwine asked Mr. Knapp if there are items he could reduce. Mr. Knapp said he was not comfortable cutting any of the lines but if he needs to he can. Vehicle maintenance was discussed and Mr. Knapp said you have to keep all the vehicles maintained and operational and he tries to do the best he can. It was discussed the vehicles are maintained in-house so the cost only includes parts not labor. Mr. Knapp said he is trying to adjust his budget the best he can but the fact is these vehicles need to be maintained and the prices on supplies have all increased. Mr. Esenwine asked Mr. Knapp what he could decrease in his budget because the overall increase was over 9%. Mr. Knapp stated he was willing to give up the emissions testing line for \$1,500 because it has not been enforced. Vice Chairman Methot said the only way to bring the budget down was to decrease services. Chairman Buono said considering we are coming into 2 vacant positions she feels comfortable keeping the line at \$55,000. Selectman Kurk reminded everyone the budget does not include wage increases yet throughout the budget. Mr. Esenwine suggested keeping in mind because there are so many uncontrollable lines we need to look at the whole town budget to see if something can be decreased in another budget. It was discussed they could possibly remove roadside mowing.

Road Reconstruction – It was discussed the warrant article for road reconstruction last year was for \$347,853.

Transfer Station – Mr. Knapp said there are not any significant changes to the budget. Selectman Kurk asked about the lawn care budget. Vice Chairman Methot said we could put it in the town budget and then take the funds from other budgets are needed. Mr. Knapp stated demolition is now going to be \$54.00 a ton. Selectman Kurk asked Mr. Knapp what he could cut. Mr. Knapp stated he could decrease the skid steer maintenance by \$750. There was a discussion on monitoring the wells, Mr. Knapp said he could decrease the line by \$500. Mr. Knapp would like to create a flyer to inform residents of the fees and recycling information.

Chairman Buono said they really need to get together with the Fire Department to go over their budget.

The Board discussed meeting Saturday, January 14, 2006 at 8:00 a.m.

Mr. Dowst asked when the Finance Committee would be able to view the warrant articles. Vice Chairman Methot said he would have a list available for Saturday's meeting.

Selectman Kurk would like to get the Board's approval for her to go and testify.

8. MANIFESTS

Chairman Buono moved, Vice Chairman Methot seconded, to authorize the Board of Selectman to sign Manifest and order the Treasurer to sign checks dated December 29, 2005. Passed 5-0-0.

Accounts payable	\$859,986.64
Gross Payrolls	<u>\$37,491.73</u>
Total	\$897,478.37

Chairman Buono moved, Vice Chairman Methot seconded, to authorize the Board of Selectman to sign Manifest and order the Treasurer to sign checks dated December 30, 2005. Passed 5-0-0.

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Accounts payable	\$995.38
	13,523.32
Gross Payrolls	<u>\$762.70</u>
Total	\$15,281.40

Chairman Buono moved, Selectman Osborne seconded, to authorize the Board of Selectman to sign Manifest and order the Treasurer to sign checks dated January 5, 2006. Passed 5-0-0.

Accounts payable	\$12,909.59
Gross Payrolls	<u>\$</u>
Total	\$12,909.59

Chairman Buono moved, Selectman Kurk seconded, to authorize the Board of Selectman to sign Manifest and order the Treasurer to sign checks dated January 12, 2006. Passed 5-0-0.

Accounts payable	\$46,947.91
	15.00
Gross Payrolls	<u>\$35,376.14</u>
Total	\$82,339.05

Chairman Buono moved, Vice Chairman Methot seconded, to enter into nonpublic session @ 9:56 p.m. pursuant to the authority granted in RSA 91-A:3II(c). A roll call vote was taken. Vice Chairman Methot - yes; Selectman Osborne - yes; Selectman Kurk - yes; Selectman Fiala - yes; Chairman Buono - yes. Passed 5-0-0.

9. ADJOURNMENT

A True Record.

Cherry Palmisano, Recording Secretary